

DOMESTIC VIOLENCE PREVENTION & TREATMENT BOARD

**Child & Family Services / Michigan Family Independence Agency
235 S. Grand Ave., Ste . 508, Lansing, Michigan 48909
Phone: (517) 335-6388 FAX: (517) 241-8903**

DOMESTIC VIOLENCE PREVENTION AND TREATMENT BOARD MEETING/STRATEGIC PLANNING SESSION MINUTES

December 1, 1999
Michigan Library and Historical Center
Lake Ontario Room
Lansing, MI

***** APPROVED – February 9, 2000 *****

Attendance: James A. Fink, Chair
Ferne Farber, DV Board
Shirley Mann Gray, DV Board
The Honorable Richard Halloran, DV Board
Michelle Hayes, DV Board
Catherine Christ Lucas, DV Board
Cheryl Sibilsky, Interim Executive Director
Debi Cain, DV Staff
Celest Colton, DV Staff
Sandy Cory, DV Staff
Julie Lyons, DV Staff
Joyce Wright, DV Staff

Absent: The Honorable Edward Sosnick, DV Board

Guests: Jim Beougher, Director, FIA Child and Family Services
Deloris Crittenden, Safe Shelter, Inc.
Rachel Detlaff, CACS/Head Start
Sara Hernandez-Dorty, CACS/Head Start
Kathy Hagenian, MI Coalition Against Domestic and Sexual Violence
Valerie Hoffman, Underground Railroad
Doreen Howson, Eastern Upper Peninsula Domestic Violence Program
Cynthia Jackson, FIA Staff
Susan Johnson, Every Woman's Place
Mary Keefe, MI Coalition Against Domestic and Sexual Violence
Marilyn Madison, River House/Mercy Hospital
Jan Mancinelli, Women's Resource Center of Northern Michigan

Susan McGee, DV Project, Inc./SAFE House
Barbara Mills, YWCA Domestic Assault Program
Emily Newhouse, Barbara Kettle Gundlach Shelter Home
Cheryl O'Neil, The Caring House
Shirley Pascal, Aware, Inc.
Marie Peterson, Region Four Community Services
Linda Schmidt, BISC-MI
Pat Smith, MI Department of Community Health
Sandy St. Ours, Alliance Against Violence and Abuse
Catherine Talberg, EightCAP, Inc.
Angela Velasco, MI Coalition Against Domestic and Sexual Violence

I. Meeting called to order at 12:15 pm. Introductions were made around the room.

II. Board Consent

- A. Approval of Agenda:** F. Farber moved to approve the agenda. S. Mann Gary seconded the motion. Motion carried.
- B. Approval of Minutes:** F. Farber moved to approve the DV Board meeting minutes of October 13, 1999. Seconded by S. Mann Gray. Motion carried.

III. Ends Development – Work to Date

- A. Electronic Monitoring:** C. Sibilsky reported on the electronic monitoring pilot stating that the pilot is up and running in Oakland County, tethering three people. Otsego County is ready to go but needs the appropriate probationer/pre-trial release person to be tethered. R. Halloran reported he will be meeting with the district court judges this Friday to enlist a judge to volunteer for the Wayne County pilot.

Oakland County, Michigan State University, and the DVPTB have started review of the material for monitoring evaluation purposes. The pilot program evaluation will develop questions relative to the offenders and survivors, which will enable determination of the pilot's success.

- B. Supportive Transitional Housing:** C. Sibilsky reported receipt of 19 proposals for supportive transitional housing; six people have agreed to read the 19 proposals. Proposal evaluations have been postponed to mid-January.
- C. Human Development Commission/Thumb Area Assault Crisis Center:** The audit done on the Human Development Commission was reported by C. Sibilsky. The one issue that impacts on Board funding shows that the audit breakdown for contract number DV 97-79001-1 indicates a finding of over \$5,000. The Caro agency has been contacted by DVPTB to submit a plan for reimbursement of the \$5,000.
- D. HAVEN Fire:** C. Sibilsky reported she spoke this week with H. Nuriel, Director at HAVEN, regarding their recent fire. Fortunately, there were no injuries to staff or clients, however, thirty-three crisis calls have been referred elsewhere in the interim. They are still searching for a temporary location that is acceptable to house clients and their families as it will be five months until repairs are

completed on HAVEN. H. Nuriel has sent a letter to Governor Engler requesting his support in this search.

R. Halloran expressed concern on the Board's behalf and offered financial assistance to HAVEN. C. Sibilsky will contact H. Nuriel offering the Board's support of their needs.

- E. DVPTB Staff Announcement:** C. Washburn is on extended medical leave. C. Sibilsky announced that J. Lyons will be filling in during her absence, and a temporary clerical will be hired to fill in behind J. Lyons.
- F. Governance Committee:** In C. Lucas' absence, J. Fink reported on the Governing Style, page 4, of Policy Governance Model/Core Policies. This is the method the Board will use to conduct its business in making broad decisions as opposed to running the day-to-day operation of the DVPTB office. The four areas highlighted are: (1) The Board will cultivate a sense of responsibility. The Board will speak as one voice. (2) The Board will direct, control and inspire the DVPTB staff through the careful establishment of broad written policies. (3) The Board shall discipline its need to govern with excellence. (4) The Board will monitor and discuss the process and performance at each meeting.

MOTION: R. Halloran moved that the DVPTB adopt the above policy on Governing Style for the next year. Seconded by S. Mann Gray. Motion carried.

IV. Monitoring to Ensure Executive Performance

- A. Executive Performance Policy Review Matrix:** J. Fink reported that the Review Matrix refers to certain policies that the Board has agreed to review each month. This matrix leads to item number V below.

V. Review of Board Governance Policy

- A. Board Job Description:** J. Fink gave an overview of the Board's operation explaining that the Board operates under the Carver Model of Governance. This model means that the Board sets the broad policy and the ends. The DVPTB staff implements the work of the Agency under the guidance and limitations set by the Board.

J. Fink opened discussion on the Board Job Description as detailed in the Domestic Violence Prevention and Treatment Board Policy Governance Model/Core Policies, page 5. No additional comments were expressed.

- B. Planning Cycle:** J. Fink clarified the Planning Cycle as written on page 11 of the Core Policies. In addition to the annual agenda, the Board can identify specific items they intend to accomplish during the planning cycle such as adopting, as part of the agenda, the annual planning Board retreat held in June of each year. No additional comments were expressed.

MOTION: A motion was made by R. Halloran to accept both proposals, A.

Board Job Description and B. Planning Cycle, above. Seconded by F. Farber. Motion carried.

- C. Meeting of Domestic Violence Coordinating Councils:** C. Sibilsky reported on this agenda item in E. Sosnick's absence. E. Sosnick is interested in bringing the coordinating councils together on an annual basis or during the mid-year between the Summit. He thought direction should be given in terms of best practices around the country to evaluate and assess how each community is doing in these areas. The results would be a local community decision as to what part of the information they implemented. Three regional meetings spearheaded by the Prosecuting Attorneys Association of Michigan will be attempted to bring the councils together in our state. J. Fink requested a summary of this topic will be included in the next Board packet and will become an action item on the January 12 agenda.

VI. Board Actions to be Considered

- A. Executive Director Search Committee:** J. Fink reported in C. Lucas' absence. After discussion prompted by R. Halloran's concern over the screening process, the Board was unanimous in their feeling that the process will continue as scheduled and not be started over. Interviews will be held in mid December for the Executive Director. J. Beougher stated that an offer of employment will be extended within a month after the interviews are completed.

VII. General Reports:

- A.** C. Sibilsky reported on the handout regarding the Summit IV Evaluation Summary. This document represented the comments, both positive and negative, on the overall summit. Board comments were elicited on a timetable for holding future summits. Discussion ensued. A plan was formed to hold the summit as a biennial event and bring the coordinating councils together in the middle year. The date of Friday, September 28, 2001, has been suggested for Summit V.

J. Fink enlisted written or verbal feedback from providers on developing future summits. Constructive ideas can be directed to J. Fink, C. Sibilsky, or any DVPTB staff member.

- B.** D. Cain reported on the "Best Practices Document" which was included in the Board package and will also be available at the Agency Director's Meeting scheduled for tomorrow. The document was written by a multi-disciplinary group of people over a one-year span and focuses on the Best Practices group's recommendations for training within local communities. This document and an evaluation form were presented to various sheriffs, chiefs, and post commanders across the state requesting their feedback.

The need for a Trainer's Academy was reviewed. The process of setting up the first academy is planned for September 2000. Local teams for three full days of training will be recruited from communities (36 participants for each session, ideally from law enforcement, prosecutor's office, and local domestic violence personnel). Topics will focus on how to be an effective trainer and team building

and will provide training materials recommended through the Best Practices Committee and state partners. Discussion ensued.

- C. J. Fink reported the PPO package is up for the Senate Committee Hearings today. The understanding is that most of the package should go through, with the exception of the medical records access portion, and finalized by the end of December. The probation part, pulled out previously, will be teamed with the medical records access portion to be reworked. R. Halloran and J. Fink will be going to the hearings after the Board meeting.
- D. J. Fink spoke on a Six-Circuit Federal Court of Appeals case where a person in Kentucky was convicted of possession of a firearm while he was subject to a personal protection order. This individual was convicted in the federal district court and appealed to the Court of Appeals. The court upheld both the conviction and constitutional grounds. Because Michigan is within the Six-Circuit Federal Court of Appeals, this became binding federal law for the federal district courts in Michigan.

VIII. Public Comment

C. Talberg expressed concern about the delay in receiving their new contract for FY 2000. C. Sibilsy explained the contract process as it relates to establishing a new three-year cycle. An analyst will follow up on C. Talberg's request.

P. Smith offered information that the violence prevention section at MDCH can provide funding for some coordinating councils through their coalition grants process and their partnership grants process. They also funded a demonstration project with an evaluation on developing a coordinated community response. P. Smith volunteered the availability of this organization's efforts in the planning process, etc.

IX. Process Evaluation

The Board was delighted the meeting ran so smoothly and in a timely manner.

- X. **ADJOURNMENT: R. Halloran moved to adjourn the meeting. Seconded by F. Farber. Motion carried.** Meeting adjourned at 1:40 p.m. with J. Fink and R. Halloran heading to the Senate Committee Hearings to represent the DVPTB.